

## **CITY OF MILROY**

Regular City Council Meeting Minutes  
January 22, 2024

### **CALL TO ORDER**

Acting Mayor Brooks called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited. Present: Council Members Brooks, Olson and Zwach. Also present were Clerk/Treasurer Snyder, Public Works Director Duscher, and Fire Chief Krueger. Guests Present: Kent Miller, Jeff and Sharri VanDeWiele and Sue Thoof(6:25pm)

### **MINUTES**

Motion to approve the December 18, 2023, Regular City Council minutes was made by Zwach, second by Olson. Motion carried.

### **CONSENT AGENDA**

- Claims Payable
- Milroy Fire Relief Gambling Permit

Motion to approve the consent agenda was made by Olson, second by Zwach. Motion carried.

### **ORDINANCES/RESOLUTIONS**

Resolution #1-2024 Annual Designations  
Resolution #2-2024 EFT/Automated payments  
Resolution #3-2024 City Council Code of Conduct  
Resolution #4-2024 Appointing Election Judges

Motion to approve these four resolutions was made by Zwach, second by Olson. Motion carried.

### **REPORTS & REQUESTS**

Fire Chief Krueger went over his report which was included int the packet. The picnic/raffle will be held June 17, 2024, in the Milroy City Park. They will again be applying for a FEMA grant. The department would also like to use some of the Public Assistance funds for a smoke machine and TV. Motion to approve Joe Kern as a new member to the fire department once training is complete was made by Olson, second by Zwach. Motion carried.

Motion to purchase a 55" TV for training was made by Olson, second by Zwach. Motion carried.

Motion to purchase a smoke machine from Heiman Fire for \$805.00 was made by Zwach, second by Olson. Motion carried.

Public Works Director Duscher updated the council on the speed signs, tractor repairs and well #6 repairs. He will be attending the MN Rural Water Conference March 5 – 7, 2024 in St. Cloud.

### **UNFINISHED BUSINESS**

Mower trade/purchase will be tabled until the February meeting due to not having a complete council.

The Earned Safe and Sick Time (ESST) updated policy was reviewed as written. Motion to approve the policy and to update the personnel policy was made by Zwach, second by Olson. Motion carried.

No council members will be attending the Newly Elected Officials training this year.

Implementing a rental ordinance was discussed. No implementation of an Ordinance will be done at this time.

### **NEW BUSINESS**

Hiring a new city attorney was discussed. The proposal form Quarnstrom & Doering was reviewed. Their hourly rate would be \$165.00 with no travel time costs to and from council meetings. The current city attorney Passe & Whitmore charges \$175.00 an hour plus travel time. Motion to approve the hiring Quanstrom & Doering Law Firm representative Matt Gross was made by Brooks, second by Olson. Motion carried. Mr. Gross will be invited to the February meeting.

**MAYOR/COUNCIL ITEMS**

- February 19 – President’s Day Observed – City Office Closed
- February 26 – City Council Meeting

**ADJOURN**

Motion to adjourn the meeting at 6:30 p.m. was made by Zwach, second by Olson. Motion carried.

Approved this 26<sup>th</sup> day of February 2024.

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Betsy Snyder, City Clerk/Treasurer

## **CITY OF MILROY**

Regular City Council Meeting Minutes  
February 26, 2024

### **CALL TO ORDER**

Mayor Weber called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

Present: Mayor Weber, Council Members Brooks, Christensen and Zwach. Also present were Clerk/Treasurer Snyder, Public Works Director Duscher, Fire Chief Krueger and City Attorney Matthew Gross. Guests Present: Kent Miller, Jeff and Sharri VanDeWiele, Steve and Debbie Todd, Bryan Weber and Sue Thoof

### **MINUTES**

Motion to approve the January 22, 2024, Regular City Council minutes was made by Brooks, second by Zwach. Motion carried.

### **CONSENT AGENDA**

- Claims Payable

Motion to approve the consent agenda was made by Christensen, second by Brooks. Motion carried.

### **ORDINANCES/RESOLUTIONS**

Resolution #5-2024 Accepting Donations

Motion to approve the resolution was made by Zwach, second by Christensen. Motion carried.

### **OPEN FORUM/GUESTS**

Matt Gross, City Attorney, Quarnstrom & Doering, was present to introduce himself to the council and went over items in which he can help the city with. He then welcomed any questions from the council.

### **REPORTS & REQUESTS**

Fire Chief Krueger went over his report which was included in the packet. Motion to approve Nathan Leach and Colben Christensen as new members to the fire department was made by Christensen, second by Brooks. Motion carried.

The city should expect an invoice from North Star Training and Consulting for blood borne pathogens and right to know training. Physicals are done every other year and have been scheduled for May 6, 2024.

Motion by Christensen, second by Zwach to approve the quote from Heiman Fire in the amount of \$ 2,456.75 for the purchase of gloves, hoods, boots, name tags and turnout gear cleaner paid for out of the city budget. Motion carried.

Motion by Christensen, second by Brooks, to approve the quote from Heiman Fire in the amount of \$ 2,876.70 for the purchase of survivor led lights, collapsible cones and emergency signs, this will be reimbursed by the Milroy Relief general fund. Motion carried.

Motion by Christensen, second by Zwach to accept the quote from Knott's Welding in the amount of \$5,133.00 for new lockers, this will be reimbursed by the Milroy Relief general fund. Motion carried.

Motion by Christensen, second by Zwach to purchase name plates for the lockers from CE signs for a cost of \$ 14.00 each and a total of \$ 294.00, this will be reimbursed by the Milroy Relief general fund. Motion carried.

Public Works Director Duscher will be attending the MN Rural Water Conference March 5 – 7, 2024 in St. Cloud. There was a shortage of tin bought and more is needed to finish this project. Motion by Christensen, second by Brooks to use the funds from the Park Fund and buy the needed tin to finish the Park shelter. Motion carried.

Councilmember Christensen asked about the water tower repairs. Public Works Director Duscher explained the supply pipe going up the water tower will need replacement in the future.

City Clerk/Treasurer Snyder will be attending the MCFOA Annual Conference March 19 – 22, 2024 in St. Cloud. She asked the council to consider her attending the IIMC Conference in Calgary, Canada. Being she is the Administrative Assistant to the MCFOA organization, they pay for her costs to attend the MN conference, therefore she would like to use the funds budgeted to attend the IIMC conference. Motion by Brooks, second by Christensen to allow Clerk/Treasurer Snyder to attend the IIMC Conference May 19 – 22, 2024. Motion carried.

**UNFINISHED BUSINESS**

Motion to approve the purchase of a zero-turn mower was made by Brooks, second by Weber. Brooks, Weber in favor, Christensen, Zwach opposed. Motion fails.

**NEW BUSINESS**

Motion to accept the audit confirmation letter from Kinner & Company to conduct the 2023 audit was made by Brooks, second by Christensen. Motion carried.

Motion to approve the Fire Contracts was made by Zwach, second by Christensen. Motion carried.

Updating/reconstructing the park bathrooms was discussed. Public Works Director Duscher will get specs/quotes for the March meeting.

**MAYOR/COUNCIL ITEMS**

- March 25 – City Council Meeting
- April 15 – Board of Appeal & Equalization Meeting 5:00 5:30 p.m.

At this time the residents in the audience were allowed to address the council. Questions/comments were related to the purchase of the mower and equipment funds.

**ADJOURN**

Motion to adjourn the meeting at 7:00 p.m. was made by Zwach, second by Christensen. Motion carried.

Approved this 25<sup>th</sup> day of March 2024.

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Betsy Snyder, City Clerk/Treasurer

## **CITY OF MILROY**

Regular City Council Meeting Minutes

April 1, 2024, rescheduled from March 25, 2024

### **CALL TO ORDER**

Mayor Weber called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

Present: Mayor Weber, Council Members Brooks, Christensen, Olson and Zwach. Also present were Clerk/Treasurer Snyder, Public Works Director Duscher and City Auditor Rebecca Towne, Kinner and Company. Guests Present: Kent Miller, Sharri VanDeWiele, Garlan and Mary Dahmes, Tom Marks and Sue Thooft.

Motion to add under #10 – Evaluation of performance of a city employee was made by Weber, second by Olson. Motion carried.

### **MINUTES**

Motion to approve the February 26, 2024, Regular City Council minutes was made by Olson, second by Christensen. Motion carried.

### **CONSENT AGENDA**

- Claims Payable
- LU Permit #1 – 302 Prospect Street

Motion to approve the consent agenda was made by Zwach, second by Brooks. Motion carried.

### **ORDINANCES/RESOLUTIONS**

Resolution #5-2024 Accepting Donations

Motion to approve the resolution was made by Zwach, second by Christensen. Motion carried.

### **OPEN FORUM/GUESTS**

Rebecca Towne, Auditor from Kinner & Company was present to go over the 2023 financial statements and supporting documents. The financial statements present fairly which means the city received an unqualified opinion which is the highest you can achieve. She commended the City Clerk on the excellent job that she does. Questions were then welcomed. She then left the meeting.

### **REPORTS & REQUESTS**

Public Works Director Duscher updated the council on the Lead Service Lines within the city. The shelter project is nearing completion. Motion to continue with the park shelter lighting and electrical was made by Christensen, second by Olson. Motion carried. There is notice of some cracks on the streets and possibly there will be more before winter. The fix to this is to get them routed and filled back in. He would like to address the council as to why they are not following the equipment schedule and trading when recommended or considering pulling money from the equipment fund. Council member Christensen said residents have expressed they would like tax relief, therefore if the equipment we have is working it should be kept. Public Works Director Duscher stated when he started with the city all of the equipment was old and in bad shape, the city implemented equipment funds, so this didn't happen in the future. Councilmember Zwach asked if the city has ever had anything covered under warranty and if so, how much. Public Works Director Duscher said nothing that he can recall and none of the equipment at this time is under warranty.

Motion to move the Open Forum to the end of Agenda was made by Weber, second by Christensen. Motion carried.

Other individuals/guests that have requested to be on the agenda will be at the top of the agenda.

Councilmember Christensen then passed out to the council a list of items referred to JC's proposed amendments for city meeting conduct, which include buying a podium and microphone, a list of ways in which to conduct council and resident behavior at meetings to avoid any more outbursts or disruption. Also, if the council considers any or all these items to be added, the city attorney will review for his opinion. Motion by Christensen, second by Olson to buy a podium and microphone for a cost of up to \$100.00.

### **UNFINISHED BUSINESS**

The update of the park bathrooms was discussed. This cost has come in considerably higher than expected (\$16,000.00) there was discussion of ways to cut costs, but for now possibly using porta potty's will be priced through SW Sanitation and discussed at the April meeting.

**NEW BUSINESS**

Animal Nuisance/complaints were then discussed. A flyer explaining the rules has been posted to the city face book and website. This was included on all the resident utility bills at the end of March. At this time there are 55 dogs and 20 cats registered in the city. A listing of residents with animals will be updated and a letter to license sent out.

Motion to not give a donation to the Redwood County Fair was made by Zwach, second by Brooks. Motion carried.

Spring Clean-Up will be held June 7, 8, 9, 2024.

The current utility meter reader the city uses is not working and staff has been estimating reading the past two months. A brief history was given of this system. There is a reader that will work with these meters for a cost of \$4,000.00 and \$800.00 a year for software support. Motion to buy the reader and support was made by Christensen, second by Weber. Motion carried.

**MAYOR/COUNCIL ITEMS**

- April 15 – Board of Appeal & Equalization Meeting 5:00 5:30 p.m.
- April 22 – City Council Meeting

The regular meeting was then adjourned at 6:46 p.m. and the council then went into closed session to discuss/review a written complaint on employee Public Works Director Dean Duscher.

The regular meeting was opened at 7:29 p.m. action taken was to put the written complaint into the employees file.

**ADJOURN**

Motion to adjourn the meeting at 7:30 p.m. was made by Zwach, second by Christensen. Motion carried.

Approved this 22<sup>nd</sup> day of April 2024.

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Betsy Snyder, City Clerk/Treasurer

**CITY OF MILROY**

City Council Work Session

April 22, 2024

**CALL TO ORDER**

Mayor Weber called the meeting to order at 5:30 pm.

Council Members Present: Colleen Brooks, John Christensen, Drew Olson and Renee Zwach.

Staff Present: Clerk/Treasurer Betsy Snyder and Public Works Director Dean Duscher.

Guests Present: Kent Miller, Jeff and Sharri VanDeWiele, Steve and Debbie Todd and Bryan Weber.

The purpose of this work session was to discuss the written complaint received in regard to council members being on their phones during meetings and the residency of the Mayor and the City Council meeting guidelines that were presented and the ones the council currently has in place.

Being on a cell phone will only be done in an emergency or a councilmember may ask to look something up that is being discussed. Regarding the residency of the mayor, she stated she does live in town, as she owns a home in Milroy and her driver's license states her Milroy address.

The city council guidelines will be updated and in the regular city council meeting packet in May.

**ADJOURN**

The work session adjourned at 5:48pm.

Approved this 28<sup>th</sup> day of May 2024.

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Betsy Snyder, City Clerk/Treasurer

## **CITY OF MILROY**

Regular City Council Meeting Minutes

April 22, 2024

### **CALL TO ORDER**

Mayor Weber called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

Present: Mayor Weber, Council Members Brooks, Christensen, Olson and Zwach. Also present were Clerk/Treasurer Snyder, Public Works Director Duscher, Fire Chief Matt Krueger and Joe Plaetz, Granite Rock Insurance Agency. Guests Present: Kent Miller, Jeff and Sharri VanDeWiele, Bryan Weber, Steve and Debbie Todd, Mary Dahmes, Scott Haken, Dan Christensen, Diane Sik, LeRoy Sik and Joe Plaetz.

Motion to approve the agenda as presented was made by Brooks, second by Zwach. Motion carried.

### **GUESTS:**

Joe Plaetz, Granite Rock Insurance Agency was present to go over the renewal for the city. The insurance company conducted an appraisal this year of the city buildings. A motion to not waive the tort liability limits was made by Zwach, second by Brooks. Motion carried.

Dan Christensen was present to discuss a housing development that he would like to expand on in section 16 within the city limits. The earlier four (4) lots that he developed years back, are all sold. He is questioning if sewer can be brought to these lots and that would be a question for city to have answered by the city engineering firm and they will be contacted to conduct this preliminary report.

### **MINUTES**

Motion to approve the April 1, 2024, Regular City Council minutes and the April 15, 2024, Board of Equalization minutes was made by Christensen, second by Zwach. Motion carried.

### **CONSENT AGENDA**

- Claims Payable
- 1-4 Day temporary liquor license for the Milroy Relief Association

Motion to approve the consent agenda was made by Zwach, second by Brooks. Motion carried.

### **REPORTS & REQUESTS**

Fire Chief Krueger went over his report which was included in the packet. He updated the council on the FEMA and 50/50 grants. Motion to approve Brian Jordan as a new member to the fire department once training is complete was made by Christensen, second by Brooks. Motion carried. Also discussed was accident calls that are not being paid.

Public Works Director Duscher updated the council on current items being done; shelter project is nearing completion, flushing hydrants, mowing grass, and spraying weeds.

Having an established EDA and members was discussed. This will be put onto the next agenda to discuss and posted again for recruiting members.

Clerk/Treasurer Snyder had a request if the council packets could be posted on the city website. Moving forward the council agrees this can be done. She will be attending the IIMC Conference May 20-23, 2024.

### **UNFINISHED BUSINESS**

Park bathrooms and the possibility of having one single unisex bathroom were discussed. Using a porta potty could be costly with cleaning and vandalism could become an issue.

The dog nuisances/complaints were then discussed. Because there are no police within the city it is a bit harder to control the issues brought to council and staff. Letters have been sent to residents known to have animals that are not licensed requesting they license their animal(s). Mayor Weber said she spoke with a resident and the Redwood County Sheriff's office is no longer responding to dog issues or working with any shelters. This will be followed up at the May meeting.



The current utility meter reader the city uses is not working and staff has been estimating reading the past two months. A brief history was given of this system. The current reader is obsolete and can hopefully be made to work so that the meters can be read as opposed to estimating for the next six months. There is a reader that will work with these meters for a cost of \$4,000.00 and \$800.00 a year for software support but is back ordered for six months. Motion to buy the reader and support was made by Christensen, second by Weber. Motion carried.

The council agreed to spend no more than \$1,000.00 to get the current reader to work if possible.

The lead service line inventory was discussed. The city will work with their engineers to do this at no cost to the city as this is an expense covered by the state.

#### **OPEN FORUM**

Leroy Sik then asked the council about the repair to the driveway and seeding of the lawn at 604 Cedar Street. The city plans to do these repairs as this damage was caused due to getting the service line to 602 Cedar Street.

Debbid Todd then challenged the council to speak with residents and to pack the council room with residents at the meetings.

#### **MAYOR/COUNCIL ITEMS**

- May 28 *Tuesday due to the Memorial Day holiday* – City Council Meeting
- June 7,8,9 – Spring Clean Up

#### **ADJOURN**

Motion to adjourn the meeting at 7:00 p.m. was made by Christensen, second by Olson. Motion carried.

Approved this 28<sup>th</sup> day of May 2024.

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Betsy Snyder, City Clerk/Treasurer

## **CITY OF MILROY**

Regular City Council Meeting Minutes

May 28, 2024

### **CALL TO ORDER**

Mayor Weber called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

Present: Mayor Weber, Council Members Brooks, Christensen, Olson and Zwach. Also present were Clerk/Treasurer Snyder and Dane Ekdome, ISG Engineering. Guests Present: Kent Miller, Steve and Debbie Todd, and Mary Dahmes.

Motion to approve the agenda as presented was made by Brooks, second by Zwach. Motion carried.

### **GUESTS:**

Dane Ekdome, ISG Engineering was present to introduce himself and what their company can do to help the city out when or if needed. Questions were welcomed.

### **MINUTES**

Motion to approve the April 22, 2024, Regular City Council minutes and the April 22, 2024, Council Work Session minutes was made by Zwach, second by Olson. Motion carried.

### **CONSENT AGENDA**

- Claims Payable
- Strong Beer/Wine liquor license for the Milroy Baseball Association
- On-Sale/Off-Sale/Sunday liquor license for the Oasis Bar & Grill

Motion to approve the consent agenda was made by Brooks, second by Olson. Christensen, Brooks, Olson and Zwach in favor, Weber abstains. Motion carried.

### **REPORTS & REQUESTS**

The fire report was included in the packet.

Councilmember Olson asked about the speed signs, which is a question for Public Works Director Duscher.

Clerk/Treasurer Snyder will be attending the MCFOA May board meeting on May 30, 2024.

### **UNFINISHED BUSINESS**

Motion to approve the revised draft of the rules for public comment was made by Olson, second by Christensen. Motion carried.

An update was given on the letters that were sent to residents with animals to license. There were fourteen(14) letters sent with eight(8) residents complying. After the May meeting and a resident stating the Redwood County Sheriff's office is no longer responding to dog issues or working with any shelters, it has been noted that the Sheriff has been in town and responding to these complaints.

The current utility meter reader was able to read the meters for the month of May, but unable to upload them and they will have to be entered manually.

The lead service line inventory is currently being done by Moore Engineering.

No update was given on the proposed housing development.

### **NEW BUSINESS**

There has been no interest in any new individuals wanting to serve on the EDA committee. This will be posted once again.

### **OPEN FORUM**

Debbie Todd then addressed the council regarding her challenging them to invite residents to attend council meetings, newly elected councilmember training should be mandatory, councilmember rumors about the Elevator plowing for the city next winter, which hasn't even been a topic at a council meeting, why would the city hire the elevator when they have their own equipment and the city paying for nothing more than seeing if the sewer is able to be ran to where the proposed housing development is being considered.

Mary Dahmes then addressed the council as she and her husband are fairly new to the city and wanted to thank the two city employees for all their help when they moved to Milroy, both Dean and Betsy were there for them when they had questions or concerns. The raises the employees received last year of .25 was not even close to the cost of living, the health insurance reimbursement received should have been given to the employees, as the city would not have received anything if it wasn't for the employees having low/no claims. To replace these employees would be difficult and she stated the council should give them an incentive/reason to want to come to work and not penalize them. She then thanked both Dean and Betsy for their service to the City of Milroy.

**MAYOR/COUNCIL ITEMS**

- June 7,8,9 – Spring Clean Up
- June 24 – City Council Meeting

**ADJOURN**

Motion to adjourn the meeting at 6:20 p.m. was made by Zwach, second by Christensen. Motion carried.

Approved this 24<sup>th</sup> day of June 2024.

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Betsy Snyder, City Clerk/Treasurer

## **CITY OF MILROY**

Regular City Council Meeting Minutes

June 24, 2024

### **CALL TO ORDER**

Mayor Weber called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

Present: Mayor Weber, Council Members Brooks, Christensen, Olson and Zwach. Also present were Clerk/Treasurer Snyder and Public Works Director Duscher. Guests Present: Kent Miller and Tom Marks.

Motion to approve the agenda as presented was made by Brooks, second by Christensen. Motion carried.

### **MINUTES**

Motion to approve the May 28, 2024, Regular City Council minutes was made by Zwach, second by Olson. Motion carried.

### **CONSENT AGENDA**

- Claims Payable
- Milroy Lions 1–4 day temporary liquor license

Motion to approve the consent agenda was made by Christensen, second by Olson. Motion carried.

### **REPORTS & REQUESTS**

Public Works Director Duscher updated the council on current items being done; lead service lines and waiting on a permit from the state for the speed signs. Over this past weekend due to rains he put in over 36 hours through the course of the weekend. During this time, he had no contact with the council, but had offers from residents to help and the clerk took a sample to New Ulm on Saturday for him. There was over a million gallons pumped through the lift station this weekend and a normal day is 15,000 to 20,000 gallons. The lines will be smoke tested in the future. Overtime pay-out was discussed as opposed to comp time.

Councilmember Christensen brought up the ditch east of town, this is a county ditch.

Councilmember Brooks said she has received complaints about the cone that sits in the middle of superior street where it abuts up to Lorraine Street, cautioning people there are children at play. Possibly suggesting to the residents to buy a sign that can sit on the edge of their yard would be a better choice than the cone and playing in the streets. There is also an ordinance about blocking the street. The city will have a conversation with these residents.

Clerk/Treasurer Snyder will be on vacation July 11<sup>th</sup> & 15<sup>th</sup>, attending Election training July 25<sup>th</sup>, attending Region 3 training July 18<sup>th</sup>.

### **UNFINISHED BUSINESS**

Housing Development was discussed. Having an engineering firm give the city an analysis of the area(s) and how much to pay for this service was discussed. Mayor Weber will speak with Dan Christensen, the landowner about possibly developing another area in which he owns.

### **NEW BUSINESS**

Candidate filings for council and mayor opens July 30, 2024, and closes August 13, 2024.

A date and time for reviews, budget and touring the city was discussed. A tour of the city will be done July 22, 2024, at 5:30 p.m. Reviews and budget meeting will be sometime in August.

### **OPEN FORUM**

Kent Miller then thanked the city employees for the extra time spent over the past weekend with the excessive water.

### **MAYOR/COUNCIL ITEMS**

- July 4 – Holiday Observed – City Offices Closed
- July 22 – City Council Meeting

**ADJOURN**

Motion to adjourn the meeting at 6:40 p.m. was made by Christensen, second by Brooks. Motion carried.

Approved this 22<sup>nd</sup> day of July 2024.

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Betsy Snyder, City Clerk/Treasurer

## **CITY OF MILROY**

Regular City Council Meeting

July 22, 2024

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Acting Mayor Brooks called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

Present: Colleen Brooks, Drew Olson and Renee Zwach. Also present were Clerk/Treasurer Snyder, Public Works Director Duscher and Fire Chief Matt Krueger.

Guests Present: Kent Miller, Jimmy Hansen, Debbie & Steve Todd, Sharri & Jeff VanDeWiele, Dirk Taylor, Tom Marks and Dena Alexander.

Motion to approve the agenda as presented was made by Olson, second by Zwach. Motion carried.

### **MINUTES**

Motion to approve the June 24, 2024, Regular City Council minutes was made by Zwach, second by Olson. Motion carried.

### **CONSENT AGENDA**

- Claims Payable
- LU Permit #2.2024 – 306 Prospect Street

Motion to approve the consent agenda was made by Zwach, second by Olson. Motion carried.

### **ORDINANCES/RESOLUTIONS**

Resolution #6-2024 Candidate Openings

Resolution #7-2024 Accepting Mayor Resignation

Motion to approve these two resolutions was made by Zwach, second by Olson. Motion carried.

### **REPORTS & REQUESTS**

Motion to accept the resignation of Joe Schimerowski from the Milroy Fire Department was made by Zwach, second by Olson. Motion carried.

There was an issue with a Milroy first responder giving out the fire hall door code to a resident, a non-first responder or fire department member. This was discussed at both the first responder and fire meetings.

The new lockers were installed by the department at their last training meeting.

Public Works Director Duscher updated the council on the speed signs which should be installed in a couple of weeks. The water tower was washed out on 7/17/2024.

Councilmember Olson asked about the filling of the council vacancy. This will be posted to see if there is interest.

Clerk/Treasurer Snyder went over the email given to the council about the site evaluations of the two properties identified for a housing development. ISG Engineering has provided a scope of services which includes the evaluation of the elevations, location of existing utilities and the depth of sanitary sewer and storm sewer. This would be a cost of \$3,000.00 per site. Motion by Zwach, second by Olson to go ahead with the evaluation of the sites. Motion carried.

### **UNFINISHED BUSINESS**

A performance review will be done for the employees following the August 26<sup>th</sup> council meeting at 7:00p.m.

The street obstruction of a cone being set in the middle of Superior Street by the residing residents to warn of children playing was discussed. Due to the two council members that spoke with these residents not in attendance at this meeting, a brief update was given by Dirk Taylor. Signs, permits and location were all discussed and Talor stated a few days later he heard that someone on the council said these were not good ideas. Clerk/Treasurer Snyder reminded the residents that there is an ordinance about putting items in the street and once the city allows this, they can become liable. Ordinance #93.02 was referred to by Acting Mayor Brooks. Motion by Zwach, second by Brooks to allow the placing and purchase of any color cone but orange by the residents that state children at play and the cone will come off every night. Motion carried.

Live stream of the city council meetings on the city Facebook page was discussed. At this time, the sound quality is not great and the ability to turn off comments is unable to be done. The Facebook page is an information source for residents not a place for attack. How to continue to post council meetings with the purchase of better equipment and uploading to the city website was discussed. Scott Haken, who installs audio video equipment will take a look at the settings after the meeting to see if he can fix/adjust. Options will be explored.

Mower quotes were tabled until the August meeting.

#### **NEW BUSINESS**

An update was given about a Land Use violation being worked through with the resident for compliance.

#### **OPEN FORUM**

Dirk Taylor gave his opinion that the city should consider the purchase of a zero-turn mower.

Kent Miller asked if the council members were paying attention to what was being said. It was said by council members they do not have to look to hear. Also, if these council meetings must be recorded and they do not, it is being done as a courtesy. Sharri VanDeWiele asked if a special meeting could be held to look at the mower quotes.

Debbie Todd asked about the speed signs which will be up shortly.

Scott Haken inquired if a lift station will be needed for the development that could happen behind Bernice Street. This is why the city is having ISG investigate the properties to see which is more workable.

#### **MAYOR/COUNCIL ITEMS**

- August 26 – City Council Meeting
- Candidate filings open July 30, 2024, and close August 13, 2024

#### **ADJOURN**

Motion to adjourn the meeting at 6:50 p.m. was made by Zwach, second by Olson. Motion carried.

Approved this 26<sup>th</sup> day of August 2024.

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Betsy Snyder, City Clerk/Treasurer

**CITY OF MILROY**

Special City Council Meeting – Employee Reviews

August 26, 2024

**CALL TO ORDER**

Mayor Brooks called the meeting to order at 7:00 p.m.

Present: Mayor Brooks, Council Members Christensen, Olson and Zwach. Also present were Clerk/Treasurer Snyder, Public Works Director Duscher and Custodian Sara Soupir.

Guests Present: Peggy Sik, Kent Miller, Jeff and Sharri VanDeWiele.

**EMPLOYEE REVIEWS**

The council then attempted to conduct employee reviews for both the Clerk/Treasurer and the Public Works Director. The Custodian position was not done.

**Brooks motioned to increase the Clerk/Treasurer pay by 4%, motion fails due to lack of a second.**

It was said the employees should take inflation into consideration as to why the council cannot give an increase to pay.

**Christensen/Olson unanimous to pay out the thirty-six hours of overtime for Public Works Director Duscher. Motion carried.**

**Brooks/Christensen unanimous to adjourn the meeting at 7:35 p.m. Motion carried.**

Approved this 23<sup>rd</sup> day of September 2024.

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Betsy Snyder, City Clerk/Treasurer



## **CITY OF MILROY**

Regular City Council Meeting

August 26, 2024

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Mayor Brooks called the meeting to order at 6:00 p.m., the pledge of allegiance was recited and roll call conducted.

Present: Mayor Brooks, Council Members Christensen, Olson and Zwach. Also present were Clerk/Treasurer Snyder, Public Works Director Duscher and Fire Chief Matt Krueger.

Guests Present: Kent Miller, Jimmy Hansen, Mary Dahmes, Sharri & Jeff VanDeWiele, Scott Haken, Tom Marks, Margaret (Peggy) Sik and Al & Angie Pool.

### **GUESTS**

Grady Holtberg, Redwood County EDA was present to introduce himself and inform the council of how the County EDA can help with projects.

### **CONSENT AGENDA**

- July 22, 2024, Regular meeting minutes.
- Claims Payable
- LU Permits #3.2024, #4.2024, #5.2024, #6.2024

**Zwach/Christensen unanimous to approve the consent agenda as presented. Motion carried.**

### **ORDINANCES/RESOLUTIONS**

Resolution #8.2024 Accepting Donations

Resolution #9.2024 Work Comp for Elected Officials

**Zwach/Christensen unanimous to approve these two resolutions as presented. Motion carried.**

### **REPORTS**

**FIRE – Christensen/Zwach unanimous to approve the purchase of six (6) handheld radio batteries. Motion carried.**

They will be attending the Tracy Box Car Day Parade on 9/2/2024 and conducting a controlled training burn on 9/14/2024.

**PUBLIC WORKS** – Inspection by Their Well has been completed on both wells. The speed signs are up.

**MAYOR/COUNCIL** – Christensen then stated there were numerous candidates he would like to introduce, but this was not allowed by the Mayor as the city does not promote any one candidate or offer a platform for them to debate.

**CLERK/TREASURER** – Attending MCFOA Board Meeting September 6<sup>th</sup> in St. Cloud and MCFOA Advanced Academy September 19<sup>th</sup> & 20<sup>th</sup> in Staples.

### **UNFINISHED BUSINESS**

Mower quoted were in the packet with no decision made.

A health insurance refund for \$936.70 was received from the SWWC Service Coop. These funds are reimbursement due to low claims used by the policy holders. The SWWC service coop recommends these funds be used to reduce premiums, supplement the employees VEBA account, health & wellness. Past practice has been to deposit these refunds into the city general fund.

### **NEW BUSINESS**

The health insurance renewal quote was reviewed with a 2.3% increase for 2025 and will be renewed.

The three candidates who expressed interest in the vacant council position are: Kent Miller, Jeff VanDeWiele and Jimmy Hansen. Council member Zwach then asked if they could ask them questions. These questions were of their making not city provided and were asked of all the candidates in the audience, not just the individuals who expressed the interest in the open position. Councilmember Christensen would like to nominate Margaret (Peggy) Sik so that she has some

experience in case she gets voted in. **Christensen/Olson/Zwach in favor to appoint Margaret (Peggy) Sik, Brooks opposed. Majority rules. Motion carried.**

**Olson/Zwach unanimous to move Acting Mayor Collen Brooks into the Mayor position until 12/31/2024. Motion carried.**

**Olson/Christensen unanimous to approve the Oasis Bar & Grill Liquor License. Motion carried.**

The 2025 proposed budget was reviewed, and paper copies given to the council. This will be tabled until the September meeting.

**OPEN FORUM**

Jimmy Hansen then addressed the council with questions in regard to the mower purchase.

**MAYOR/COUNCIL ITEMS**

- September 2 – Holiday Observed – City Offices Closed
- September 23 – City Council Meeting

**ADJOURN**

**Zwach/Christensen unanimous to adjourn the meeting 6:541p.m. Motion carried.**

Approved this 23<sup>rd</sup> day of September 2024.

/s/ Betsy Snyder, City Clerk/Treasurer

**CITY OF MILROY**  
Regular City Council Meeting  
September 23, 2024

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Mayor Brooks called the meeting to order at 6:00 p.m., followed by the pledge of allegiance.

**ROLL CALL**

Present: Mayor Brooks, Council Members Christensen and Zwach. Also present were Clerk/Treasurer Snyder and Public Works Director Duscher.

**AGENDA ADDITIONS**

Mayor Brooks would like to add Councilmember position/Oath of Office under Unfinished Business.

**GUESTS**

Kent Miller, Sharri & Jeff VanDeWiele, Scott Haken, Margaret (Peggy) Sik and Sue Thooft.

**CONSENT AGENDA**

**Zwach/Christensen unanimous to approve the consent agenda as presented.**

- Approve August 26, 2024, Regular Council minutes as presented.
- Approve the payment of claims (check #12642 - #12655) in the amount of \$10,315.93, and electronic payments in the amount of \$14, 617.74 as presented.
- LU Permits #7.2024 – 511 Euclid Avenue, #8.2024 – 500 Prospect Street, #9.2024 – 507 Prospect Street, #10.2024 – 103 Prospect Street.

**REPORTS**

**FIRE** – The '07 Pumper was taken to Heiman Fire for needed repairs. The rescue rig will be taken to Wrencher's for an antifreeze leak. The house burn training went well.

**PUBLIC WORKS** – Empire Pipe Services was here and cleaned one lift station and gate valves.

**MAYOR/COUNCIL** – Christensen would like the owner of 501 Euclid Avenue to be contacted to remove the furniture that is sitting on the property.

**CLERK/TREASURER** – The current contract the city has with Redwood County for prosecution services was then discussed. Currently any misdemeanor committed within the city is prosecuted by the county. Costs to the city in 2024 are well over \$3,000.00. The Clerk/Treasurer will contact the city attorney about other options for the city and update at the October meeting.

**UNFINISHED BUSINESS**

At this time Councilmembers Christensen and Zwach both asked when Margaret (Peggy) Sik would be sworn in. Mayor Brooks explained that she had spoken with the City Attorney as to how voting her onto the council was handled. After much disagreement about this process, Clerk/Treasurer Snyder was asked to give the official oath to Margaret (Peggy) Sik.

The 2025 proposed levy needs to be adopted tonight, as the resolution has to be sent to the Redwood County Auditor no later than 9.30.2024.

**Zwach/Christensen unanimous to approve Resolution #10.2024 approving 2025 proposed levy amounts; General Levy \$190,000; Tax Abatement Levy \$16,500 and 2022 Street Project Abatement Levy \$ 110,000.**

The information from surrounding cities as it relates to wages was reviewed by the council. More information as it relates to benefits, position title and full/part time will be requested from other cities. Reviews will be tabled until the October meeting.

**NEW BUSINESS**

CD rates were then discussed and tabled until the October meeting.

**Christensen/Zwach unanimous to move \$100,000 from the city checking account to the city savings account.**

**MAYOR/COUNCIL ITEMS**

- October 28 – City Council Meeting

**ADJOURN**

**Christensen/Zwach unanimous to adjourn the meeting 7:02p.m.**

Approved this 28<sup>th</sup> day of October 2024.

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Betsy Snyder, City Clerk/Treasurer

## **CITY OF MILROY**

Regular City Council Meeting  
October 28, 2024

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Mayor Brooks called the meeting to order at 6:00 p.m., followed by the pledge of allegiance.

### **ROLL CALL**

Present: Mayor Brooks, Council Members Christensen, Olson, Sik and Zwach. Also present were Clerk/Treasurer Snyder and Public Works Director Duscher.

### **GUESTS**

Kent Miller, Steve & Debbie Todd, Sharri & Jeff VanDeWiele, Lori Duscher, Mary Dahmes, Scott Haken and Tom Marks and City Attorney Matthew Gross.

### **APPROVE AGENDA**

**Zwach, Christensen unanimous to approve the agenda with the addition of Acting Mayor appointment under New Business.**

City Attorney Matthew Gross then addressed the council about city council operations and procedures. He went over items after watching the last video of the last meeting. Items gone over: Open meeting law & procedures, council members speaking about issues outside of the meetings, penalties for violating an open meeting law, types of cities; charter or Plan A, how to appoint a vacant council position. Council Member Christensen then asked questions of Mr. Gross about what was related to Mayor Brooks about the process to fill the open council position.

### **CONSENT AGENDA**

**Christensen/Olson unanimous to approve the consent agenda as presented.**

- Approve September 23, 2024, Regular Council minutes as presented.
- Approve the payment of claims (check #12656 - #12678) in the amount of \$25,014.12, and electronic payments in the amount of \$16,670.51 as presented.
- LU Permits #11.2024 – 304 Bernice Street, #12.2024 – 305 Prospect Street.
- Resolution #11-2024 – Assessment of unpaid charges.

### **AUGUST MINUTES**

**Zwach/Christensen unanimous to amend the August minutes as they stated they did not include the appointment of Margaret "Peggy Sik" to fill the open council seat.**

Council Member Sik would like the claims to be available for viewing prior to or at the council meeting in which they will be approved. These will be at the council meetings for the council members to view.

### **REPORTS**

**FIRE – Christensen/Sik unanimous to approve the purchase of two (2) leaf blowers, two (2) light towers, two (2) sawzall blades, batteries and diablo blades.**

They will be handing out candy at the fire hall on Halloween. Both the red truck and the generator are going back to the DNR and listed on their site for sale. The department has checked into being put on a waiting list through the DNR for the option to purchase items.

**PUBLIC WORKS –** Hydrant flushing hydrants are currently being done. There are a few that need repairs which can be done in the spring. A pond discharge will not be done this fall due to the low water levels. Sweeping leaves and the lead service line inventory has been completed. Christmas lights were discussed. Having the EDA committee once organized in charge of city beautification was discussed.

**Christensen/Sik unanimous to appoint Debbie Todd to volunteer to oversee Christmas decorations for 2025.**

**MAYOR/COUNCIL** – Brooks has had issues with her current laptop, and she would like the council to consider purchasing new laptops. Prices will be received for the next meeting and in the meantime paper packets will be printed and emailed to/for all council members. Printed items will be ready for pick up between 3:00 and 4:00p.m. on the Thursday prior to the meeting. Council Member Olson needs to leave the meeting at 7:00p.m. He also had a resident question a vehicle that is potentially parked on city property. This will be looked into and a letter sent to the resident in violation. Council Member Sik asked Public Works Director Duscher if he mows through all the trees on the west side of the city as she noted some are mowed and some are not. This property is the former CRP property, and the city is in charge of mowing this. **Christensen/Zwach unanimous to allow Tom Marks (101 Lorrain Street) to erect a snow fence on city property, which is adjacent to his property with removal date of April 15<sup>th</sup>.**

#### **UNFINISHED BUSINESS**

Revolving loan/line of credit. Per the Chief Officer of First Independent Bank and David Drown & Associates the city is not allowed to have this sort of account. Attorney Gross stated the League of MN Cities has an option for cities through them called the 4M fund. Clerk/Treasurer Snyder will get this information for the November meeting.

The Housing Concept review received from the engineers was then gone over by the council. There are two (2) potential sites with the one to the east a better choice with the water and sewer that is currently available. The owner of this property will be informed that it will be his responsibility to put the infrastructure into this property.

Matthew Novak, Attorney from Wabasso was contacted to see if he is interested in handling these for the city. He was contacted by Clerk/Treasurer Snyder, and he is willing to take the city on, but requested the city wait until November or his current fees schedule be sent before cancelling with the county. This will be tabled ore information will be provided before ending the Redwood County prosecution contract. This will be tabled until the November meeting.

604 Cedar Street concrete repair and the letter from the resident was discussed. The owner is not satisfied with the outcome of the reseeding. This will be redone in the spring for them. The concrete that was cut out of their driveway by the city will be reimbursed to them once they get it repaired.

Council member Christensen then asked Public Works director Duscher about the ditch northeast of the city.

Employee Reviews discussed with no update. The personnel policy/benefits will be reviewed at the November meeting.

#### **NEW BUSINESS**

The 2025 fee schedule was given to council for their review and adoption at the November meeting.

**Christensen/Sik unanimous to set the canvass meeting for November 12, 2024, at 6:00 p.m.**

**Christensen/Sik unanimous to appoint Renee Zwach as acting mayor.**

#### **MAYOR/COUNCIL ITEMS**

- October 31 – City Office Closed
- November 5 – General Election – Polls open 7am to 8pm
- November 11 – Holiday Observed – City Office Closed
- November 12 – Special Canvassing Meeting 6pm
- November 25 – City Council Meeting
- November 28 – Holiday Observed – City Office Closed

#### **ADJOURN**

**Zwach/Christensen unanimous to adjourn the meeting 7:02p.m.**

Approved on this 25<sup>th</sup> day of November 2024.

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Betsy Snyder, City Clerk/Treasurer

**CITY OF MILROY**

Special City Council Meeting – Canvass Election Results  
November 12, 2024

**CALL TO ORDER/PLEGDE OF ALLEGIANCE**

Mayor Brooks called the meeting to order at 6:00pm, followed by the pledge of allegiance.

**ROLL CALL**

Present: Mayor Brooks, Council Members Christensen, Olson, Sik and Zwach. Also present was Clerk/Treasurer Snyder.

The election results were then reviewed by the council. The following votes were received;  
**Christensen/Olson unanimous to approve Resolution #12-2024 accepting election results.**

<u>Mayor 2-year term</u>	<u>Votes</u>
Margaret (Peggy) Sik	69
Colleen Brooks	64
<u>Council Member 4-year term</u>	<u>Votes</u>
Kent Miller	90
Scott Haken	57
Shane VanDerostyne	40
Jimmy L. Hansen	31
Write In	2

**ADJOURN**

**Zwach/Christensen unanimous to adjourn the meeting 6:04p.m.**

Approved this 25<sup>th</sup> day of October 2024.

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Betsy Snyder, City Clerk/Treasurer

## **MILROY CITY COUNCIL**

Regular Meeting

November 25, 2024

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL**

Mayor Brooks called the meeting to order at 6:00 p.m., followed by the pledge of allegiance.

Present: Mayor Brooks, Council Members Christensen, Olson, Sik and Zwach.

Staff in attendance: Clerk/Treasurer Snyder, Public Works Director Duscher and Fire Chief Krueger.

### **GUESTS**

Kent Miller, Steve & Debbie Todd, Sharri VanDeWiele, Lori Duscher, Mary Dahmes and Scott Haken.

### **APPROVE AGENDA**

**Christensen/Sik unanimous to approve the agenda with the addition of Redwood County Prosecution Contract under Unfinished Business.**

### **AUGUST 2024 MINUTES**

At the October 2024 meeting it was brought forward to amend the minutes of the August 2024 meeting. Upon review by the Clerk/Treasurer these minutes already stated what was wanted, therefore these will stand as written with no amendment.

### **CONSENT AGENDA**

**Zwach/Christensen unanimous to approve the consent agenda as presented.**

- October 28, 2024, Regular Council minutes and November 12, 2024, Canvass Meeting minutes.
- Claims Payable (check #12679 - #12692) for \$4,121.22, and electronic payments in the amount of \$14,933.18.
- Resolution #13-2024 – Acceptance of Podium.

### **REPORTS**

**FIRE** – DNR surplus items are being returned. The generator has been installed and needs to be wired. **Christensen/Zwach unanimous to approve the quote of \$2,250.68 from G & R Electric to hook up the generator.**

**PUBLIC WORKS** – Christmas lights have been put up around the Welcome to Milroy sign by Kent Miller family. One of the well house heaters was replaced. The lead service line inventory is complete and available on the website or city hall. **Christensen/Brooks unanimous to purchase a half inch impact from Running's for \$349.99.**

**MAYOR/COUNCIL** – Olson asked about the letter he received about his lead service line. He is wanting to get a test kit and he should contact the number in the letter which he has been doing with no response. He also asked if a letter had been sent about a vehicle which is sitting on city property. A letter will be sent to the resident.

Christensen asked about the apartment building roof and when or if it needs to be replaced because the Legion roof needs replacement and they thought this could be a joint project. The roof on the apartment building does not need any repairs/replacement at this time.

**CLERK/TREASURER** – Pat Dolan asked about banners and if the city had plans to buy/replace some of the ones which are wind torn. She explained to Pat the safety issue for the city with no proper equipment or no more than one employee to put these on the poles. The Milroy Yankees would maybe help in getting these up and provide funds if the city would purchase a few more of the Welcome to Milroy home of the Yankees banners. Banners sponsorship was discussed, but due to them being along a state highway MNDOT will be contacted. Banner hardware and different mechanisms to get these up without a lift will be researched. EDA members, bylaws, expectations and lack of interest to make up the required five members was discussed and will be on the January agenda. First Independent bank would like to come on 12/7/2024 to update their equipment in-house prior to their website conversion.

### **UNFINISHED BUSINESS**

The payment request from 604 Cedar Street for concrete replacement when their driveway had to be dug up to run the sewer line to the property next door was reviewed. **Christensen/Olson/Brooks/Zwach in favor to approve payment for \$563.48. Sik abstained.**

Purchasing new laptops or iPads for council was discussed. This will be on the January agenda.



Information on the 4M fund was reviewed. This is a Money Market account with a 4.3% interest rate through the League of MN cities. The next step would be to pass a resolution and fill out an application. This will be on the January agenda.

**Christensen/Zwach unanimous to approve Resolution #14.2025 Approving 2025 Final Levy; General Levy \$185,000; Tax Abatement Levy \$16,500 and 2022 Street Project Abatement Levy \$ 110,000.**

Sik asked how a city goes about filling out grants and who is responsible. There is the RADC in Redwood Falls that works with cities and Grady Holtberg, Redwood County EDA Coordinator that could be asked about what's out there and the eligibility to apply.

Sik questioned some items in the Personnel policy. She pointed out the social media policy and the guidelines when using. All city employees and council should consider if you don't want it posted about you, then you should not post about someone else, and all should have more respect for one another. City clerk hours and if there is a written policy was asked. The clerk explained these are posted hours and if there are or have been changes the information was listed only in the minutes. Sik would also like to meet with the clerk to see what this position entails; this is a great idea and will be set up. She also asked about a city complaint form and the city has one in place. She also met with the Public Works director and has a better idea of what he does as well.

All new and current council members are encouraged to attend the newly elected training put on by the League of MN cities.

Employee reviews were discussed. Zwach stated raises can be given at any time and to let the new council deal with raises. Sik would like to see at least a cost-of-living raise given. Olson questioned going back to the anniversary date if raises are given after the first of the year, which would be done. This will be put on the January agenda.

Matthew Novak was contacted about representing the city for prosecution services. Currently the city has a contract with the county. The county charges the city \$175.00 an hour and Novak will charge the city \$125.00 an hour. If the city terminates the contract with the county, they require a 160-day written notice. **Christensen/Sik unanimous to end the contract with Redwood County effective 5.3.2025.**

#### **NEW BUSINESS**

2025 fee schedule was reviewed with no changes.

West side of the city windbreak was discussed. Sik inquired if the city would consider selling this land to the adjacent property owners. It was decided that this will not be sold at this time.

#### **OPEN FORUM**

Lori Duscher then addressed the council about wages, benefits filing a grievance, area city wages and council pay. Area wages were collected by the clerk and shared with the council in the September and October packets. Sik also made some calls and found that Milroy's wages are a little under based on the employees' years of service, but the insurance offered to employees is more generous.

#### **MAYOR/COUNCIL ITEMS**

- December 23 – City Council Meeting
- December 25 – Holiday Observed

#### **ADJOURN**

**Zwach/Sik unanimous to adjourn the meeting 7:20 p.m.**

Approved on this 23<sup>rd</sup> day of December 2024.

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Betsy Snyder, City Clerk/Treasurer

## **MILROY CITY COUNCIL**

Regular Meeting  
December 23, 2024

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL**

Mayor Brooks called the meeting to order at 6:00 p.m., followed by the pledge of allegiance.

Present: Mayor Brooks, Council Members Christensen, Olson, Sik and Zwach.

Staff in attendance: Clerk/Treasurer Snyder and Public Works Director Duscher.

Guests: Kent Miller, Tom Marks, Mary Dahmes and Scott Haken.

### **APPROVE AGENDA**

**Christensen/Zwach unanimous to approve the agenda with the addition of Oaths of Office under New Business.**

### **CONSENT AGENDA**

**Zwach/Brooks unanimous to approve the consent agenda as presented.**

- November 25, 2024, Regular Council minutes.
- Claims Payable (check #12693 - #12714) for \$25,1187.72, and electronic payments in the amount of \$21,203.03.
- Resolution #15-2024 – Setting Fees.
- Resolution #16.2024 Designating Fund Balances.

### **REPORTS**

**FIRE** – The state surplus property which includes the rescue rig and generators were sold and they will be picked up.

**PUBLIC WORKS** – The light on the water tower has been replaced and some minor repairs were made to the snow blower.

**CLERK/TREASURER** – Paper packets that some or all the council are receiving will be put out in the fire hall by the middle door in a compartment for council to pick up after office hours. The current computers will be looked at by Councilmember Haken and this will be put on the January agenda.

### **UNFINISHED BUSINESS**

The Welcome to Milroy home of the Yankees banners were purchased and paid for by the Milroy Yankees. The total cost for five banners was \$857.21.

The tile/ditch east of town was discussed. Repairing the sand trap and tile will be discussed closer to when items can be repaired in the spring, with three quotes being received. The ditch is also full of debris and fixing the sand trap and tile should fix this problem.

### **NEW BUSINESS**

The December billing which had the incorrect due date on was brought up by the clerk. The date on the billing was the 25<sup>th</sup> not the 15<sup>th</sup>. Any customer who inquired about this the clerk stated that it would be brought up at the December meeting and if any credit was to be given it would be reflected on their December bill. The clerk did quote the current policy in place states all bills are due by the 15<sup>th</sup> to avoid a late fee with a disconnect date of the 25<sup>th</sup> if not paid and if policy changes the customer would be the first to know. Council made no decision to credit these late fees back.

The Redwood County Cannabis Ordinance was included in the packet for council review.

The ACH utility payment form for adoption was included in the packet.

**Christensen/Sik motion to approve the form and include it in the December billings.**

The Pay Equity report needs to be filed by 1/31/2025. Pau Equity asks if health insurance is equal for both employees and right now it is not due to both employees now having a family policy and there being raises added to the clerks health insurance in leu of a raise.

There will be a Special meeting on January 13, 2025 to discuss employee wages, hours, benefits, personnel policy and the pay equity report.

As of January 1, 2025, the council meeting times will change from 6:00p.m. to 6:30 p.m.

Setting up city committees was brought up and these will be set at the January 27, 2025 council meeting. Having various committees for city

Debbie Todd Called and would like the council to know that she will be putting a notice out for people to donate their unwanted Christmas items to the city to use for decorating in 2025.

Oaths of Office were then taken by Sik, Miller and Haken.

**MAYOR/COUNCIL ITEMS**

- January 13 – Special City Council Meeting
- January 27 – City Council Meeting
- January 1 & 20 – Holidays Observed

At this time Councilmember Zwach(13) and Mayor Brooks(16) were recognized for their years of service to the Milroy City Council.

**ADJOURN**

**Sik/Zwach unanimous to adjourn the meeting 6:25 p.m.**

Approved on this 27<sup>th</sup> day of January 2025.

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Betsy Snyder, City Clerk/Treasurer